



July 2014

Comment sent in via email regarding the monthly Unsigned Checks report:

A Local Agency staff member was going through their report and found that in two instances of a family group with a mom, child and infant, the mom and child's checks were signed for but not the infant. All three were issued checks on the same day and the infant had a Special Authorization. She was questioning if KWIC was recording all the signatures accurately.

Answer:

CQuest could recreate this situation but only with clients that had Special Authorizations and two staff working on the same record simulating a staff printing checks and gathering signatures and another staff completing the Special Authorization. Be especially careful if a client's record is still being updated by another staff member. Staff printing the checks and/or gathering signatures should wait until the "Print Checks" summary screen fully appears in KWIC before clicking the Sign for Checks link. A timing issue comes into play when family's checks are printed and the Sign for Checks link is clicked right after.

1149737 Gender Female
DOB 09/16/1985, 28 Years

Cert. Period 03/20/2014 to 12/31/2014
Priority 1 HR

Due Date 11/01/

Print Checks ☒ Notices ☒

Kaelinn M Eh Moo M

Print Checks
The following Checks have been sent to the printer as requested:

Check	Client Name	Client ID	Food Package	Sequence/Month
1161177228	Eh Moo M Fanatia	11492569	4T - 4a - Child 12 to 24 mo old	1, July, 2014
1161177229	Eh Moo M Fanatia	11492569	4T - 4a - Child 12 to 24 mo old	2, July, 2014
1161177230	Eh Moo M Fanatia	11492569	4T - 4a - Child 12 to 24 mo old	3, July, 2014
1161177231	Eh Moo M Fanatia	11492569	4T - 4a - Child 12 to 24 mo old	1, August, 2014
1161177232	Eh Moo M Fanatia	11492569	4T - 4a - Child 12 to 24 mo old	2, August, 2014
1161177233	Eh Moo M Fanatia	11492569	4T - 4a - Child 12 to 24 mo old	3, August, 2014
1161177234	Eh Moo M Fanatia	11492569	4T - 4a - Child 12 to 24 mo old	1, September, 2014

Another place staff can verify all checks are being signed for appropriately is the screen that comes up after the "Sign for Checks" link is clicked. Staff should scroll down to the bottom of this screen to check that the signature was captured.

Sign for Checks

Issued 07/17/2014 by Sandi Fry

First Use Date	End Use Date	Check Number
07/17/2014	08/17/2014	1161177216
07/17/2014	08/17/2014	1161177217
07/17/2014	08/17/2014	1161177218
07/17/2014	08/17/2014	1161177219
08/17/2014	09/17/2014	1161177220
08/17/2014	09/17/2014	1161177221
08/17/2014	09/17/2014	1161177222
08/17/2014	09/17/2014	1161177223
09/17/2014	10/17/2014	1161177224
09/17/2014	10/17/2014	1161177225
09/17/2014	10/17/2014	1161177226
09/17/2014	10/17/2014	1161177227

Checks printed for Eh Moo M Fanatia Client ID 11492569
Issued 07/17/2014 by Sandi Fry

First Use Date	End Use Date	Check Number
07/17/2014	08/17/2014	1161177228

Manual Signature

Print Unsigned Copy | Capture Signature





Question/Comment Sent in via email:

Mid-certifications are now requiring the 4 mandatory referrals be checked again. Is this a change or is something not working correctly?

Answer:

According to USDA guidance that was sent out 8/29/2011, WIC Programs may extend certifications to one year for:

- infants under six months of age up to the last day of the month in which the infant turns one year old;
- breastfeeding women up to the last day of the month in which her infant turns one year old, or until the woman ceases breastfeeding, whichever occurs first; and
- children for up to one year ending with the last day of the month in which a child reaches their fifth birthday

As long as the State Agency ensures that health care and nutrition services are not diminished. The intent to extend the certification period is to reduce the administrative burden on both WIC staff and participants (e.g., income eligibility determination, residency documentation) while maintaining the quality nutrition services (nutrition assessment and education, including breastfeeding promotion and support, food package tailoring, and referral services) provided by WIC.

In order to maintain quality nutrition services, the Referrals tab on the Mid-Cert guide is now required. Staff can assess if the client is participating in any of the programs - Child Support Enforcement, Food Assistance Program, KanCare or TANF by asking a yes/no question. "Are you participating in...?" then mark Has as appropriate. If the client is not participating in Food Assistance Program, KanCare or TANF, referring them to the first page after the Foods section of their Program Booklet is easy and quick and then you can mark Referred on the screen. See cited portion of Program Booklet below.

Child Support Enforcement may take more time but staff can ask "Do you have a need for Child Support Enforcement?" If the answer is no, mark N/A; if the client already has it, mark Has; or if they ask how they get it, staff can refer them to the same page in the Program Booklet.

BREASTFEEDING BENEFITS
Each mother makes perfect breastmilk to fit her baby's growth and developmental needs.

BREASTMILK - PERFECT FOR MOMS

- Always ready at the right temperature
- Promotes weight loss after pregnancy
- Prevents chronic disease including osteoporosis and cancer

BREASTMILK - PERFECT FOR BABIES

- Best possible nutrition
- Easy to digest - immediately ready to help baby grow
- Reduces risk of SIDS, ear infections, RSV and diarrhea
- Helps prevent chronic disease including diabetes, asthma, heart disease, and cancer
- Promotes brain growth and a smarter baby → child → adult
- Always clean and safe

REFERRALS
Check with your local Health Department or the Department for Children and Families (DCF) to apply for KanCare, Child Support Services, Temporary Assistance for Needy Families, and/or Food Assistance Program. You may also apply online at: www.dcf.ks.gov
To stop smoking call the Kansas Tobacco Quitline: 1-800-QUIT-NOW (1-800-784-8669)
Ask your local WIC staff about services in your area.

HEALTHY FAMILIES

- Are active every day
- Eat a variety of colorful fruits and vegetables
- Cook together, eat together, and make mealtime a family time

Use your fat milk with...

